

#107843

**Emergency, Disaster, Pandemic,  
And Crisis Response Plans****Definitions**Emergency

An emergency is an unforeseen incident that can be responded to using available resources. They occur more regularly than disasters and are therefore more anticipated by a community. As such, the availability of emergency medical services, fire departments, police departments, and other such public services ensure the proper response to such events. These include, but are not limited to, fires, lockdowns, chemical spills within the building, and threats.

Disaster

A disaster is the sudden occurrence of an unfavorable situation that causes serious disruption to the social routine. It endangers a large social space, and while it occurs much less frequently than emergencies, the effects are graver, often causing multiple casualties and/or property damage. Such a greater impact can disrupt and incapacitate emergency responders, leading to the need for assistance outside of the locality. These include but are not limited to tornados and chemical spills outside of the building.

Pandemic

An outbreak of a disease that occurs over a wide geographic area (such as multiple countries or continents) and typically affects a significant proportion of the population.

Crisis

Increased stress, physical illness, problems at work or at school, changes in family situations, trauma/violence in the community or substance use may trigger an increase in behaviors or symptoms that lead to a crisis. A mental health crisis is any situation in which a person's behaviors puts them at risk of hurting themselves or others and/or when they are not able to resolve the situation with the skills and resources available.

**Responsibilities**Building Administrators

It shall be the responsibility of each building administrator to ensure written plans are in place for emergencies and crises and are reviewed and updated annually. It shall also be the responsibility of each building administrator to ensure a Crisis response team and a Threat Assessment team are maintained.

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The St. James-Assiniboia Superintendent/CEO

It shall be the responsibility of the St. James-Assiniboia Superintendent/CEO ensure a divisional response team shall be maintained to address disasters and pandemics. The team will consist of Senior Administration plus additional staff, as necessary.

**Emergency Plans**Fire Safety Plan

Fire plans must be updated and reviewed with staff annually. Fire plans are developed using the City of Winnipeg Preparation Guidelines for Fire Safety Plans. The Fire Safety Plan must be clearly marked and kept in a highly visible location accessible to the fire department.

Other Emergency Plans

A safety plan must be developed to address bomb threats, chemical spills, elevated carbon monoxide, failure of services (loss of hydro, gas, or water), snowstorm, tornado, child removal/abduction, lockdown, pandemic, crisis response, medical emergency, or accident.

School-based Crisis Response Teams

The purpose of the Crisis response team is to provide support to those who have experienced events such as suicide, homicide, unnatural death, or other traumatic situations.

Building administrators may include the following members on the crisis response teams:

Principal, Vice-Principal, Resource teacher, Guidance counsellor, ESS support, Community resources, and other teachers.

School-based Threat Assessment Teams

Threat assessment teams shall adhere to Policy JICM – Risk Threat Assessment, including the protocol for responding to student threats/high risk behaviours, JICM-R - Assessing Violence Potential: Protocol for Dealing with Student Threats and High-Risk Behaviours.

Building administrators may include the following members on the threat assessment teams:

Principal, Vice-Principal, Resource teacher, Guidance counsellor, ESS support, and other teachers.

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